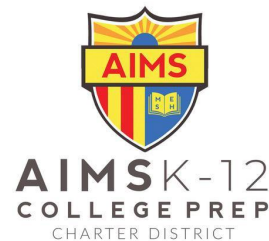


Health & School Support Services Board Report August 2023

Marisol Magaña
Health & School Support Services Director



Introduction

The department of Health & School Support Services, provides support to the school sites with credentials, enrollment, COVID-19, facilities, maintenance, and technology support.

The purpose of this presentation is to inform the board as well as other educational partners on recent updates and achievements from this department.

Enrollment & Waiting List

- Number of students currently enrolled in the schools as of 8/22/2023

School Name	Enrollment
AIMS College Prep Middle School	201
American Indian Public Charter School II	610
AIMS College Prep High School	360

Under enrolled grade levels K, 1st, 6th, 7th, 9th

- Number of students on waiting lists for various courses

School	2nd	3rd	4th	5th	8th	12th	Total
AIMS College Prep Middle School					5		5
American Indian Public Charter School II	20	18	41	41	0		120

COVID Practices at AIMS

Overview of COVID-19 safety measures implemented at AIMS

We continue to follow the guidelines set forth by the California Department of Public Health as well as Alameda County Public Health Department.

We have stated to everyone that masks are preferred/optional.

Staff, and students received over the counter tests for them to test themselves prior to the beginning of the school year and ensure a for a safe return to school.

Handwashing sinks are at the front of the school for students to wash their hands prior to entering the building.

Masks are also available.

We continue to disinfect and keep the school clean.

Reports and Key Deadlines

- **August 25, 2023:** CALPADS End of Year Reporting
- **August 31, 2023:** Attendance Report for Month 1B (7/31/23-8/25/23) and Student Exit Report due on Epicenter.
- **September 15, 2023:** Oversight documents due in Epicenter. For a full list of all documents due, [see here](#).
- **September 28, 2023:** California School Dashboard Local Indicators

Professional Development Boot Camp

Health & School Support Services presented during bootcamp.

We presented procedures that would support teachers and staff during the school year.

Topics covered included the following: Teacher Credential Support, TB Testing, Enrollment, Student transfer request, PowerSchool, Attendance Taking, ParentSquare, Facilities & Maintenance, Van Usage, Facility use Permit, Technology, Ringcentral.

A technology training was given to teachers on how to use equipment in the classroom as well as printers.

There was a training given to staff that will be supporting with attendance.

Health & School Support Services

- Manage and implement district enrollment
- Manage student data platforms CALPADS (California Longitudinal Pupil Achievement Data System), Powerschool/Illuminate, ParentSquare, Primary.Health, Ringcentral etc.
- Oversee staff to ensure integrity and accuracy tracking of student data, attendance and retention.
- Support the district with EL and SpEd records
- Manage facilities and maintenance of all school sites
- Manage ASES, Facilities Grant
- Asset Management
- Technology Upgrades
- Provide data for local/county/state/federal reports
- Support schools with various plans such as LCAP, SPSA, Measure G1, Safe School Plan
- COVID-19 Policies
- COVID-19 Testing and tracking

Health & School Support Services Staff



Marisol Magana- Director

- School Operations Process Management
- Creating policies/procedures
- Federal/State/County/District Reporting
- Managing CALPADS, PowerSchool, ParentSquare
- Oversee district enrollment
- Oversee Facilities Grants
- Oversee Respiratory Illness Policies



Alexander Lee- Technology Coordinator

- Technology Inventory
- Technology Policies and Procedures
- Technology Equipment and Software Purchasing
- Network Management
- Maintaining and Repairing Computer and technology equipment
- General Technology Troubleshooting



Mayra Contreras - Enrollment Analyst

- District enrollment - New and Returning Student
- Managing Schoolmint and PowerSchool
- K-8th - Class enrollment PowerSchool
- PowerSchool data updates
- Cumulative records requests
- Attendance Reports Coordination



Suzanne Garrett - Credential Analyst

- Maintain Educator Credential database
- Manage and monitor credential issuance
- Submit Educator Permits to CTC, monitor credential assignments
- Full support for Teacher Education program advisement and Credential renewals

Health & School Support Services Staff



Vinson Ma - Central Office Clerk

- Supporting with data reporting
- Supporting with enrollment
- Supporting with technology

TBD - Facilities Coordinator

- Manage facilities (Janitorial & Maintenance)
- Prepare and submit prop-39 application
- Prepare and submit Facilities Grants
- Emergency Evacuation Drill Coordination
- Safe School Plan
- Facilities Inspection Tool
- Williams Monitoring - Facilities

TBD - Health Coordinator

- Student immunization
- Medication support
- TB Monitoring and Reporting
- CPR Monitoring and reporting

Accomplishments and Future Goals

Accomplishments

We had the Williams Monitoring Facility site visit for AIMS College Prep High School, AIMS College Prep Middle School and American Indian Public Charter School II. The site visit went very well and we received high scores for both school sites.

Future Goals

- Proactively monitoring teacher assignment to meet LCAP credential metrics
- Maintaining accurate technology inventory
- Well maintained and clean facilities
- Supporting families with enrollment and re-enrollment
- Submit reports accurately and in a timely manner
- Continue to seek professional development opportunities for all team members to support in their professional growth and development

Additional Information

- **August 31, 2023:** Williams Monitoring Instructional Material Site Visit for AIMS HS
- **September 1, 2023:** CPR/First Aid Training #1 for AIMS Staff
- **September 6, 2023:** Williams Monitoring Instructional Material Site Visit for American Indian Public Charter School II

Thank you!!

**If you have any questions about this presentation please
contact the department at HSSS@aimsk12.org**